

FIRE PROTECTION POLICY BOARD

Regular Meeting August 24, 2005 General Administration Building Olympia, WA

Board Members Present: Mark Kahley, Jim Broman, Sharon Colby, TJ Nedrow, Joe Coultman and Jennifer Gregerson and Buck Lane

Board Members Absent: Dean Hosni

WSP Staff Present: State Fire Marshal Samuel Pierre, Dan Johnson, Anjela Foster, Ellen Tombleson, Sergeant Mark Arras, Larry Glenn, Mike Matlick, Chuck King and Dan Eikum

Guests Present: Wayne Wienholz, Bryan Pearson, Bruce Carpenter and Dale Benning

OPENING:

Sharon opened the meeting with introductions at approximately 9:10. Dan Eikum, newly hired Assistant State Fire Marshal of the Mobilization Division, introduced himself and provided a brief background of his 30 years with the Washington State Patrol and his involvement in the development of the Law Enforcement Mobilization Plan.

APPROVAL OF AGENDA:

Motion: Joe Coultman moved and Mark Kahley seconded to approve the agenda, with the addition of an Executive Session at the end of the regular meeting.

Motion passes. Unanimous.

APPROVAL OF MINUTES:

Motion: Mark Kahley moved and Jennifer Gregerson seconded to approve the following minutes, with typographical corrections:

May 25, 2005 – Regular Meeting
July 20, 2005 – Special Meeting
July 27, 2005 – Work Session

Motion passes. Unanimous.

Mark Kahley and Dan Johnson provided an overview of the “triggers” necessary to have a fire declared as a FEMA fire.

REPORTS

State Fire Marshal Report

Prevention Division ~ State Fire Marshal Pierre introduced introduced Anjela Foster, Assistant State Fire Marshal of the Prevention Division. Anjela provided a personnel review, advising that interviews for the Plan Reviewer (School Project) position will be held in August, and interviews

for the Inspector position (Marysville) will be held in September. Following discussion on current vacancies in the Bureau, it was pointed out that when the Bureau has vacancies, recruitment efforts are sometimes hampered by issues relating to retirement portability. Joe will relate this issue to the Washington State Council of Firefighters. Following an overview of a letter received from Senator Honeyford regarding funding for fire investigations, Anjela reported the status on the following projects in her division:

- 160 inspections were performed in July.
- WAC 212-12 (State Fire Marshal Standards) is being updated to reflect codes for enforcement that are adopted by the Washington State Legislature.

Chief Deputy State Fire Marshal Larry Glenn provided an overview of the Voluntary Replacement Program and advised that currently 99% of the nursing homes in our state protected by fire sprinklers. Larry also provided information on the formation of a Fireworks Task Force that is being put together to look at fireworks enforcement issues.

Fire Training Division ~ Assistant State Fire Marshal Mike Matlick thanked the Policy Board for their participation at the Legislative Day, hosted by the Fire Training Academy on July 27. Mike also advised that Governor Gregoire will be at the Fire Training Academy on September 11 for a media event, and will tour the FTA, as time allows.

Mike also advised that Recruit Class 2005 -02, which begins on Friday, July 29, is scheduled to graduate on November 4th. Mike invited the Policy Board members to attend, as their schedules allow.

In discussion on the Fire Training Academy's Business Plan, it was suggested that when the Plan is completed, that the distribution process allow stakeholder feedback. Jim Broman advised that the Washington State Association of Fire Chiefs would partner with the FTA to develop a marketing scheme. Mike also advised that he anticipates having the FTA's Business Plan completed in mid-October to allow for submission to the WSP Budget and Fiscal Office by mid-November.

Mike advised that there have been three power outages in the past 90 days which resulted in the cancellation of training classes. The FTA's generator is currently being repaired and Mike is in discussion with the Manager of the WSP's Property Management Division regarding ensuring there is an adequate preventive maintenance program for the generator.

Chief Deputy State Fire Marshal Chuck King gave an update on the Basic Firefighter Training Program and provided a handout of a map detailing the location of accredited agencies in the state.

DECISION ITEM

Motion: Jim Broman moved and Joe Coultman seconded to approve accreditation of Central Pierce Fire and Rescue's NFPA 1001 Firefighter I, 2002 edition.

Motion passes. Unanimous

State Fire Defense Committee ~ Mark Kahley advised that the State Fire Defense Committee last met by conference call on August 16. The Committee is continuing work relating to the issue of Incident Medical Specialists.

Dan Eikum advised that a sexual harassment complaint was received at the School Fire, and advised that the State Fire Defense Committee will be discussing necessary modifications to the Mobilization Plan to address this issue.

Following discussion, it was agreed that it is valuable to have the SFDC's Chair or Vice-Chair present at Policy Board meetings to provide a report to the Board, or to send notification advising that there is no new business to report. Following Mark Kahley's reminder that the SFDC is staffed by volunteers and it may not always be conducive to their schedules or budgets to attend meetings, it was agreed that a written report would be acceptable if the Chair or Vice-Chair was not available to attend.

Fire Training Committee ~ Mike Matlick provided an overview of the last meeting, and advised that the committee continues to struggle with attendance. It was suggested that the low attendance may be due to possible frustration at the ability to develop a product. Following further discussion, it was agreed that Policy Board members would speak to their associations' representative on the Committee to gain some insight. It was further suggested that Mike explore the possibility of obtaining a third party facilitator to aid in getting the Committee back on track. Mike also advised that he would send notification to the original members of the Committee advising of the role of the facilitator and the necessary timelines, in an effort to refocus the Committee. Jim Broman will contact Chief Brian Van Camp regarding the possibility of him filling the position of Committee Chair.

E-911 Committee ~ Joe Coultman reported that currently the Committee is working on legislation to extend the Committee past their original sunset date. Joe advised that he will verify the original sunset date of the Committee.

SIEC ~ Jim Broman provided an overview of the Committee and advised their overarching goal is to ensure interoperability among all public safety and emergency response wireless communications systems. The committee is currently working on the technical implementation of the plan.

SFMO Job Description ~ Sharon distributed copies of the State Fire Marshal Job Description that is on record and asked that Board Members to review the job description and compare it to their notes from the hiring process last and be prepared to discuss and recommend any necessary updates at the October Work Session.

Pending List ~ Following discussion, it was agreed that the use of the previous Pending List was beneficial. Ellen will re-create the list using the pending items discussed at this meeting, to be used as a guide at the next Work Session for determining guidelines on when items go on and come off of the Pending List.

Annual Calendar ~

Following discussion, it was agreed that the Board should look at setting its 2006 Calendar of Events at the October Work Session. Ellen will provide email copies of the last calendar to be used as a template for developing the 2006 Calendar of Events.

FTA Fee Study Approval ~ Mike Matlick distributed a copy of the FTA Fee Study that was conducted by the WSP' Budget and Fiscal Section, and advised that as a compromise to what the Fee Study recommends, it is necessary to initiate a 5% across the board increase to fees currently charged at the FTA. As it was agreed that it is important to get the information

relating to the fee increase out to the fire service by the first of October, a Special Meeting by conference call was scheduled for September 12th at 4:00 to take action to approve the fee increase.

Fire Investigation Workgroup ~ Anjela Foster advised that a follow up meeting regarding fire investigations is scheduled for October 2nd, from 9:00 – 2:00 in Ellensburg. It is anticipated that this group will hold 3 meetings, and have a plan developed to present to the Fire Protection Policy Board in January.

Motion: Jim Broman moved and TJ Nedrow seconded to authorize the establishment of a Fire Investigation Work Group, as outlined by staff.

Motion passes. Unanimous

Other Business ~ State Fire Marshal Samuel Pierre provided an overview of a public service announcement relating to fire fatalities that is planned to air during Fire Prevention Week in October. It was suggested that an interview with a family member be added.

The Board was reminded of the Firefighter Memorial Service that will be held October 2nd at 10:00 in the Capitol Rotunda.

Mark Kahley provided an overview of an email that was sent through the United States Forest Service regarding the non-use of contractor resources at the Burnt Bread Fire. Mark advised that the contractor who raised the issue was number 502 on the best value list for tenders, and further advised that the Washington State Fire Service Mobilization Plan does include the use of contractor resources, which are used when appropriate.

Next Meeting:

October 26, 2005– 9:00
General Administration Building
WSP HQ Conference Room

j
Approved:

Sharon Colby, FPPB Chair (Date)